



LEADING YOUR TEAM

(May 03, 2018 at Islamabad)

OVERVIEW:

National Productivity Organization, Ministry of Industries & Production announces one day training program on "**Leading Your Team**" at Islamabad.

DESIGNED FOR:

Professionals holding managerial/ supervisory positions in companies, whose job involves leading and managing a group of people towards achieving their company's objectives. The training is beneficial for students & future leaders.

LEARNING OBJECTIVES:

After attending this course, participants are expected to be able to:

- Identify the desirable skills and qualities of a good team leader
- Assess their own leadership qualities and skills
- Describe Methods to enhance their leadership skills
- Identify the responsibilities of leader, and the roles to be played by a team leader
- Explain ways of developing their team to become more efficient and effective

COURSE CONTENTS:

The course includes three sessions as follows:

- Session 1: How to become an effective leader
Session 2: Roles and responsibilities of a team leader
Session 3: Building and developing a team

Registration Deadline:

2nd May, 2018

INVESTMENT: PKR 6,000/- Only
(Includes Course Material, Lunch, Tea and Certificate)

Timing: 09:30 AM – 04:30 PM

Venue: NPO head Office, Islamabad

For Registration Please Contact

Mr. Zia Ur Rehman (0332-5171079)
Mr. Siraj M. Khan (0333-5992488)

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LEARNING METHODS:

- Power Point Presentations
- Role-play
- Brainstorm
- Open discussion
- Case study
- Self-assessment

Course Leader: Ms. Mukhi Bano

Development professional with over 15 years of experience. IFC (World Bank group) certified trainer and training assessor attained through working at progressively responsible positions in diversified environments both thematic & geographic.

National Productivity Organization
Ministry of Industries & Production, Government of Pakistan